MUSTANG CITY COUNCIL
NOVEMBER 5, 2019

The Mustang City Council met in regular session on Tuesday, November 5, 2019, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Thursday, October 31, 2019, at 4:55 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Mayor Schweinberg called the meeting to order at **7:00 p.m.**

B. PLEDGE OF ALLEGIANCE/INVOCATION Daniel Ross, Pastor, Christ Lutheran Church

Pastor Ross led the assembly in the Pledge and Invocation. He stated he was new to the community, moving here in July, stating he has two children and was loving it here. He stated the Church is busy getting ready for Advent and Christmas and stated they were also looking at a possible building expansion. He stated one big concern they had was the increasing demand at the food bank stating they were trying to meet those needs as best they could.

C. ROLL CALL

Councilmembers Present: **Ray**
Teeples
Grider
McKenzie
Sholund
Schweinberg

Councilmembers Absent: **Jones**

D. INTRODUCTION OF GUESTS/HEARING OF CITIZENS OR DELEGATES

Mayor Schweinberg introduced Mr. Ashton Wills who was working towards becoming an Eagle Scout stating attendance of a government meeting as well as interviewing a government official were a couple of the items required to reach that designation.

E. NEW BUSINESS, DELETIONS OR CONTINUANCES TO THE AGENDA

None.

F. CONSENT AGENDA

1. Approval of **10/01/2019** City Council Minutes.
2. Approval of **10/14/2019** City Council Special Meeting Minutes.

*3. Claims List for **FY 2020**.

- *4. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
- 5. Approval to Turn **Past Due Library Accounts** over to the Collection Agency.
- 6. Approval of **Resolution No. 20-016** making Changes in the General Fund Budget by making a Supplemental Appropriation to Increase the 2019-2020 Fiscal Year Budget by $1,652.
- 7. Approval of **Resolution No. 20-017** making Changes in the Police Narcotics Enforcement Fund Budget by making a Supplemental Appropriation to Increase the 2019-2020 Fiscal Year Budget by $13,000.
- 8. Approval of **Resolution No. 20-018** making Changes in the Library Fund Budget by making a Supplemental Appropriation to Increase the 2019-2020 Fiscal Year Budget by $2,000.
- 9. Approval of **Resolution No. 20-019** Calling for Municipal Election for Councilmembers for Wards Five and Six.
- 10. Approval to Declare Vehicle as **Surplus** and Authorize Disposal of Vehicle.
- 11. Approval of **Wild Horse Park Football Agreement** between the City of Mustang and Mustang Youth Football Association.
- 12. Approval of **Prisoners Public Works Project Contract** between the City of Mustang and the Oklahoma Department of Corrections.
- 13. Approval to **Reject All Bids** for Roof Replacement and Interior Repair for the Mustang Fire Station.
- *14. Approval of **Maintenance Bonds** for Water Lines, Sewer Lines and Paving/Drainage for Hunter's Hill Addition, Phase 4.

MOTION was made by **Councilman Grider,** seconded by **Councilman Sholund,** to Approve the Consent Agenda Items F-1 thru F-13 and Pulled Item F-14 from the Consent Agenda.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

Item F-14 was Pulled from the Consent Agenda by Councilman Grider.

- *14. Approval of **Maintenance Bonds** for Water Lines, Sewer Lines and Paving/Drainage for Hunter's Hill Addition, Phase 4.

MOTION was made by **Councilman Grider,** seconded by **Councilman McKenzie,** to Approve Consent Agenda Item F-14 Water and Sewer Maintenance Bond as is, with Streets Maintenance Bond Subject to City Attorney Approval.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

G. INFORMATION/REPORTS

1. City Manager Report

   a. City Manager Report

   Assistant City Manager Battles stated he provided to Councilmembers a written overview of the South Mustang Road Project stating the contractor was planning to have Phase 6 completed by Thanksgiving, weather permitting.

   Battles also thanked the Council for their patience regarding the new voting system stating upgrades were needed before moving forward with the new system.

2. City Council Reports

   a. Approval of **Proclamation** declaring November 30, 2019 as Small Business Saturday.

   Mayor Schweinberg invited Chamber of Commerce Director Renee Peerman to the front where he read the Proclamation and presented it to her.

MOTION was made by **Councilman Grider,** seconded by **Councilman Ray** to Approve the Proclamation.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

   b. City Council Report

Mayor Schweinberg asked the Councilmembers if they had anything to report in their respective Wards:

Councilman Sholund stated he had received a citizen call regarding a drainage issue at 609 S. Morgan Road stating he had spoken with *Community Development Director Helsel* and also has a meeting scheduled with *City Manager Rooney* to discuss.

Councilman McKenzie stated his Ward was very happy for the speed table and felt traffic had slowed. He also thanked *Community Development Director Helsel* for assisting in a community light repair.

Councilman Grider stated he had one person reach out regarding an issue stating *Assistant City Manager Battles* took care of it. He thanked City Staff for the work involved with the City's 50th Birthday celebration stating it was very good.

Councilman Teeples stated he did not have anything to report at this time.

Councilman Ray thanked everyone who reached out to him while in the hospital last month stating it was very appreciated.

Mayor Schweinberg also thanked City employees involved with the City's 50th Birthday celebration stating it was one of the most well received weeks and was a credit to the City Manager and Staff.

H. DISCUSSION ITEMS

1. **Discussion, Consideration and Possible Action** regarding:

   a. Acceptance of Proposals for Project labeled Community Development Software Services.

   b. Awarding Community Development Software Services.

Community Development Director Helsel stated the Community Development Department went out for Request for Proposals for Software and Training to support the Department stating the goal was to allow contractors and citizens to view inspection results on-line, make online payments and make the department transparent to outside viewers as well as increase efficiency in the department.

Helsel stated three proposals were received from Citizenserve, Tyler Technologies, and Dude Solutions stating Staff recommended accepting all three proposals. She stated after review of specifications and pricing, Staff determined Tyler Technologies could meet the needs at the lowest cost stating Staff recommends awarding to Tyler Technologies.

MOTION was made by **Councilman Ray,** seconded by **Councilman Sholund,** to Accept all Three Proposals.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

MOTION was made by **Councilman Grider,** seconded by **Councilman McKenzie,** to Award the Request for Proposal for project labeled Community Development Software Services to Tyler Technologies in the amount of $62,000 plus Recurring Fees of $7,375.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

*2. **Discussion, Consideration and Possible Action** regarding Contract between the City of Mustang and Kirkpatrick Architecture Studios for Architectural Services for Project labeled Mustang Fire Station #2 and Emergency Operations Command Center (EOCC).

Fire Chief Carruth stated Council, at the October City Council meeting, awarded services of the design and construction of Mustang Fire Department Station #2 and Emergency Operations Command Center to Kirkpatrick Architecture Studios stating Staff has been working with City leaders and legal staff to complete a construction contract agreement. He stated Staff recommends approving the contract agreement.

MOTION was made by **Councilman Grider,** seconded by **Councilman Ray,** to Approve the Contract between the City of Mustang and Kirkpatrick Architecture Studios for Architectural Services for project labeled Mustang Fire Station #2 and Emergency Operations Command Center.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

*3. **Discussion, Consideration and Possible Action** regarding Change Order #1 by Krapff Reynolds Construction Company for Project labeled Wild Horse Park Splash Pad Water and Sewer Line.

Assistant City Manager Battles stated this was the first and final change order for this project stating it extends the water line to the east at the request of the construction company to have the tie in point just south of the splash pad. He also stated the additional quantities on boring are due to the architect plans not showing the far south parking lot and in order to not disturb asphalt, it was agreed boring would provide the best solution.

Battles provided information regarding the change order reflecting just over 16 ½% of the contract stating although this exceeds the 15% allowed by state law, Section 121 Part I of the public bidding rules explain that unit cost items are exempt from the percentage of change. **Battles** stated the unit costs per linear feet of pipe are reflected in the original contract. He stated he would forward the breakdown to Council.

MOTION was made by **Councilman Sholund,** seconded by **Councilman McKenzie,** to Approve Change Order #1 for the project labeled Wild Horse Park Splash Pad Water and Sewer Line.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

J. CITY ATTORNEY'S REPORT

*1. **Discussion, Consideration and Possible Action** regarding Potential Purchase and Acceptance of Permanent and Temporary Easements and Authorization for Mayor and City Staff to Execute Necessary Documents to Accomplish the Same; and proposed Executive Session as Authorized by 25 Okla. Stat. §307(B)(3).

2. **Discussion, Consideration and Possible Action** regarding the City Attorney position; and proposed Executive Session as Authorized by 25 Okla. Stat. §307(B)(1).

MOTION was made by **Mayor Schweinberg,** seconded by **Councilman Grider** to adjourn to Executive Session.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

TIME ADJOURNED to Executive Session: **7:27 p.m.**

MOTION was made by **Mayor Schweinberg,** seconded by **Councilman Sholund** to return from Executive Session.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

TIME RETURNED from Executive Session: **9:00 p.m.**

In reference to Item J-1 –

MOTION was made by **Councilman Ray,** seconded by **Councilman Grider** to Approve the Acceptance of Permanent and Temporary Easements from Wal-Mart Real Estate Business Trust and authorization for the Mayor and Staff to execute necessary documents to complete acceptance of the easements.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

In reference to Item J-2 –

No Action was taken.

K. ADJOURNMENT

MOTION was made by **Councilman Grider**, seconded by **Councilman Sholund**, to adjourn.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

The meeting was adjourned at **9:01 p.m.**

Brian Grider, Vice Mayor

Attest:

Lisa Martin, City Clerk

MUSTANG IMPROVEMENT AUTHORITY
NOVEMBER 5, 2019

The Mustang Improvement Authority met in regular session on Tuesday, November 5, 2019, at 7:00 p.m. in the Mustang Municipal Building Council Chambers. Notice of the meeting was posted as required on Thursday, October 31, 2019, at 4:55 p.m. in compliance with the Open Meeting Law, 25 O.S., Section 301, et. seq.

A. CALL TO ORDER

Chairman Schweinberg called the meeting to order at **9:01 p.m.**

B. ROLL CALL

Trustees Present: **Ray**
Teeples
Grider
McKenzie
Sholund
Schweinberg

Trustees Absent: **Jones**

C. NEW BUSINESS

None.

D. CONSENT AGENDA

1. Approval of **10/01/2019** MIA Minutes.
*2. Claims List for **FY 2020**.
*3. Approval to Turn **Past Due Utility Accounts** over to the Collection Agency.
*4. Approval of **Maintenance Bonds** for Water Lines, Sewer Lines and Paving/Drainage for Hunter's Hill Addition, Phase 4.

MOTION was made by **Trustee Grider,** seconded by **Trustee Ray,** to Approve the Consent Agenda Items D-1 thru D-3 and Pulled Item D-4 from the Consent Agenda.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

Item D-4 was Pulled from the Consent Agenda by Councilman Grider.

*4. Approval of **Maintenance Bonds** for Water Lines, Sewer Lines and Paving/Drainage for Hunter's Hill Addition, Phase 4.

MOTION was made by **Trustee Grider,** seconded by **Trustee Ray,** to Approve Consent Agenda Item D-4 Water and Sewer Maintenance Bond as is, with Streets Maintenance Bond Subject to City Attorney Approval.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

E. INFORMATION/REPORTS

1. **Trustee Manager**
   None.

2. **Trustees**
   None.

F. DISCUSSION ITEMS

*1. **Discussion, Consideration and Possible Action** regarding Contract between the City of Mustang and Kirkpatrick Architecture Studios for Architectural Services for Project labeled Mustang Fire Station #2 and Emergency Operations Command Center (EOCC).

MOTION was made by **Trustee Grider,** seconded by **Trustee Sholund,** to Approve the Contract between the City of Mustang and Kirkpatrick Architecture Studios for Architectural Services for project labeled Mustang Fire Station #2 and Emergency Operations Command Center.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

*2. **Discussion, Consideration and Possible Action** regarding Change Order #1 by Krapff Reynolds Construction Company for Project labeled Wild Horse Park Splash Pad Water and Sewer Line.

MOTION was made by **Trustee McKenzie,** seconded by **Trustee Sholund,** to Approve Change Order #1 for the project labeled Wild Horse Park Splash Pad Water and Sewer Line.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

H. ADJOURNMENT

MOTION was made by **Trustee Grider**, seconded by **Trustee Sholund,** to adjourn.

AYE: Ray, Teeples, Grider, McKenzie, Sholund, Schweinberg
NAY: None

Meeting was adjourned at **9:03 p.m.**

Brian Grider, Vice Chairman

Attest:

Lisa Martin, Secretary